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7 January 1970

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MEMORANDUM FOR: Executive Director, NPIC

SUBJECT : Comments on Minutes of Meeting (PMB - 23 Dec 1969)  
Executive Director

1. Comments

Item 1. "What is behind that ploy?"

The PSG merely wants to ensure that the PMB is fully cognizant of the fact that specific deadlines for the completion of IEG reports (excluding Briefs - 24 hour turn-around time) in PSG are the rule rather than the exception. The referenced minutes were actually an improper reflection of what had been said by PSG, and this was corrected in 30 December Minutes.

Item 2. "Good. Hold to that."

The PMB will continue to monitor with special interest the time required for exploitation of OLD HEAD missions as well as [redacted] missions.

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Item 3 (should be 4). "5-6 weeks!? -- Can't we aim for 2-4 weeks with some kind of prioritizing?"

At the present time it is taking five to six weeks, including all phases of production from receipt of draft to dissemination for Basic Reports to be completed by PSG. It should be noted that this figure is for IEG produced basic reports and does not include OAK's, IPIR's, and reports produced in response to direct requirements. It is anticipated that the average "turn around" time in PSG will become 4-5 weeks in the very near future, however, a heavy input of FY 70 Basic Reports in the next six months may affect this estimate. It is the objective of the PMB to reduce the "turn around" time to the lowest practical level as soon as possible. It is difficult to say what this level is or should be but 3-4 weeks seems reasonable with current resources and operating procedures. Anything less than this level would probably cost additional resources or procedural changes and has not been justified to date to the Board from the standpoint of requirements or need. It should be pointed out that PSG has the demonstrated capability to produce selected briefs and PIM's in 24 hours, and to produce selected reports

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in two weeks or less if the report is so prioritized. PSG's workload is not limited to inputs from IEG nor is it limited to production of basic reports, but it is affected by inputs from other NPIC components as well as these DIA inputs have been uneven at best. This "peak and valley" situation caused by the absence of a consistent input schedule contributes a good deal to PSG's backlog and it is not reasonable, of course, to staff to peakload conditions. The PMB has been devoting some attention to the input problem and feels that it is subject to solution or at least can be alleviated considerably. Furthermore, the PMB is concerned with the total production cycle from receipt of the requirement to dissemination of the response to that requirement and through the recently initiated weekly review of all projects feels it will be in a position to establish improved and reasonable completion schedules.

## 2. General Questions

A. "What if PMB met only two days a week -- say, Monday and Thursday or Tuesday and Thursday?"

B. "What if PMB met three days a week -- say, Monday, Wednesday, and Friday?"

Eventually, B followed by either option of A should be possible and practical. At this time, however, it would not seem prudent to reduce the number of PMB meetings per week - mainly for the following reasons:

(1) The present effort of the Board to improve its effectiveness by increasing the scope of its concerns, exploring innovative ideas, and developing new production concepts would probably lose some of its momentum.

(2) The eventual transfer of Chairmanship from [ ] will be facilitated and more effective through the present daily meetings which seldom exceed one hour.

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[ ]  
Acting Chairman  
Production Management Board

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Production Management Board  
Minutes of Meeting Held in Room 6N222

1000-1100, Wednesday, 23 December 1969

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#### OLD BUSINESS

##### 1. PSG Production Scheduling

Reference item 1 of 19 December PMB Minutes. The PSG representative requested that the referenced item be corrected to reflect the fact that no definite schedule for PSG report production has been adopted. The Board concurred in this amendment.

##### 2. OLD HEAD Reporting

Reference item 4 of 19 December PMB Minutes. The IEG Member stated that the OLD HEAD IPIR was currently being completed within seven or eight days of receipt of the film. This represents a substantial reduction in the average readout time of recent missions. The Chairman suggested that the status of OLD HEAD Reporting be reviewed by the PMB on a weekly basis in view of current community concern regarding the timelines of OLD HEAD Exploitation.

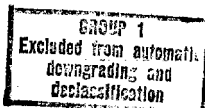
#### NEW BUSINESS

##### 3. Report of the Special Committee on Operating Procedures (SCOOP)

The Board was briefed by Messrs. [redacted] on the conclusions of a SCOOP study of the PMB requirements for MIS support (see attachment 1). In brief the Committee identified two specific requirements: 1) a timely (weekly) production status report on a project-by-project basis; 2) a capability to match graphically current resources with anticipated workload permitting relatively long-range forecasting of production bottlenecks. The Committee felt that the current PMB project listing could form the basis for the former requirement if the timelines of the information could be improved. The second proposal entails a more extensive effort including programming.

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3. Report of the Special Committee on Operating Procedures (SCOOP) (Con't)

25X1 The PMB concurred in the SCOOP conclusions as representing the needs of the Board. [ ] will direct a memorandum to the Chief/PPBS requesting that these proposals be implemented as PMB recommendations.

4. Report Production Review

The PMB held the first of a weekly series of project-by-project reviews designed to identify and eliminate snags of bottlenecks in scheduled report production. According to [ ] PSG is currently averaging a 5-6 week turnaround on report production. Mechanical problems and seasonal leave have contributed to the length of this average. After the first of the year the publication process is expected to be reduced to 3-4 weeks. It was noted that briefs, on the other hand, are currently being produced on a 24-hour turnaround basis. A list of reports of particular interest to IEG is included with estimated dissemination dates as attachment 2.

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5. Mission Exploitation

The Chairman expressed the view that the PMB should, in the near future, review the status of mission exploitation to familiarize itself with current readout times and possible trends. For example, he noted that introduction of the WWIPR may be altering past patterns.

6. Project 451601, Briefing Aids

25X1 This DIA requirement for additional briefing aids related to North Korean GIANT SCALE results was put in "hold" pending notification of the requester that authorization for such additional dissemination must be approved by USIB/COMIREX at DIA request. (DIA was so informed by Mr. [ ] on 24 December.)

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[ ]  
Acting Chairman, PMB, NPIC

## Distribution:

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NPIC/PPBS/Mr [ ]  
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1. The PMB received a briefing on 24 November, by [ ] as to the present status of the MIS and also included were his recommendation that changes be studied and implemented by [ ] Based on this briefing the Chairman of the PMB established a special committee for the purpose of reviewing the present production control systems, to determine what support is required from the MIS at the PMB level.

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2. Working within the above mentioned parameters the Committee pursued many avenues before agreeing on the following two basic recommendations.

- a, First that a capability should exist for a print out depicting the resources available based on previous six months experience by activity and skill code. This print out would provide a capability for long range planning portraying bottlenecks developing in the production cycle by month or quarter as preferred.
- b. Second a capability now exists in the form of the PMB's weekly listing, however this listing is not current enough so as to be useful at this time. It is therefore recommended that the MIS be restructured so as to provide the capability of producing a current listing at least once a week.

3. It is understood that the above recommendation may have far reaching ramifications, i.e., daily time accounting system, however if a system is ever going to be responsive to the PMB the above basic outputs must be accomplished.

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Attachment 4

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MSD

<u>Project</u>		<u>Date of Dissem</u>
220004	ICBM Deployment Activity	24 Dec
220234	SKRUNDA/ASAT Space Tracking Fac 1	17 Dec
220317	Hoter Possible Missile Associated Fac	22 Dec
220503	Tyuratam ICBM Launch Test Site C	5 Jan

WGD

<u>Project</u>		
143232NE	Update Summary Airfield Construction	30 Dec

EGD

<u>Project</u>		
170502NC	Increased Communist Facilities	20 Oct
250135AR	North Vietnam Commo Facilities	11 Dec
220990AS	N. Korea Sariwon Hq. 27th Infantry Div	23 Dec
220990AV	San Jok Tong Armor Installation	22 Dec
220990AW	Okdong Ni Barracks South	22 Dec
220990AY	Hwangju Army Barracks	22 Dec
220990AZ	Sariwon Military Barracks & Storage	22 Dec
220990BA	Wonsan Vehicle Maintenance Depot NW	22 Dec
220990BF	Wonsan Army Barracks & Hq. 53 Regiment	30 Dec
220990BE	Chongyangni Hq. Assault Gun BN	24 Dec
220990BC	Haechong-ni Military Area SW	23 Dec
220990BB	Wonsan Army Barracks SW	23 Dec

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- Re PMB minutes, 23 Dec:

- Item 1 -- what is behind that  
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- Item 2 -- good. hold to that.

- Item 3 -- 5-6 weeks! --  
Can't we aim for 2-4 weeks  
with some kind of prioritizing?

- General questions:

- What if PMB met only  
two days a week -- say, ~~Tues~~  
Mon & Thurs, or Tues & Thurs?

- What if PMB met three  
days a week -- say, Mon,  
Wed & Fri?

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Next  
week  
is OK

